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PART IV-A

Rules and Orders (Other than those published in Parts I, I-A, and I-L) made by the Government of Gujarat under the Central Acts

HOME DEPARTMENT NOTIFICATION

Sachivalaya, Gandhinagar, 2nd April, 2025

CONSTITUTION OF INDIA.

No. GG/41/2025/HD/MKM/e-file/8/2024/6125/E1:- In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of the Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons direct recruited to the post of Constable, Class-III in the subordinate service of Directorate of Prohibition and Excise, in so far as they relate to their pre-service training and post-training examination, namely:-

- 1. Short title, commencement and application. -
 - (1) These rules may be called the Constable, Class-III, in the Directorate of Prohibition and Excise (Pre-service training and Post-training examination) Rules, 2025
 - (2) They shall come into force on the date of their publication in the *Official Gazette*.
 - (3) They shall apply to persons directly recruited to the post of Constable, Class-III, in the subordinate service of Directorate of Prohibition and Excise.
- 2. Definitions. In these rules, unless the context otherwise requires,
 - a. 'Appendix' means an Appendix appended to these rules;
 - b. 'Appointed date' means the date on which these rules shall come into force;
 - c. 'Contractual Post' means post of Constable, Class III, in the subordinate service of Directorate of Prohibition and Excise, Gujarat State on which direct recruit is appointed on contractual basis;

- d. 'Direct recruit' means a person who is appointed on a contractual basis on the post of Constable, Class III, in the subordinate service of Directorate of Prohibition and Excise;
- e. 'Director' means the Director of Prohibition and Excise;
- f. 'Examination' means the Post-training Examination.
- g. 'Government' means the Government of Gujarat.
- h. 'Institute' means the Sardar Patel Institute of Public Administration (SPIPA) or any other training institute or Government Agency as may be established by the government.
- i. 'Specified chances' means the number of chances specified in these rules within which a person is required to pass the examination.
- j. 'Specified period' means the period prescribed in the Gujarat civil Services Classification and Recruitment (General) rules, 1967.
- 3. Institutional training and scheme of examination. -
 - (A) The direct recruit shall be required to undergo institutional training in the Institute and pass the post-training examination conducted by the Institute in accordance with the following provisions, namely:
 - (1) The institutional training shall be imparted as per the following stages and period, namely:-

Training Module-1	Administrative Training	45 Days
Training Module-2	Police Training	60 Days
Training Module-3	Departmental Training	30 Days

- (2) The direct recruit shall be under the control of the Head of the concerned Institute during the period of their institutional training.
- (B) (1) The examination shall be held by the Institute after the institutional training period is over. The direct recruit who have completed the institutional training shall be required to pass the examination.
 - (2) The Examination shall be conducted in two modules namely post-training examination module-1 (PTEM-1) and post-training examination module-2 (PTEM-2). The scheme of the same shall be as specified in Appendix- 'A' and 'B', respectively.
- 4. Eligibility to appear in examination:
 - (1) In order to qualify for appearing at the examination, a direct recruit shall be required to attend a minimum of 85% of the total number of lectures in the institutional training otherwise he shall be disqualified for appearing in the examination and his service shall be liable to be terminated from his contractual appointment;
 - (2) During the period of institutional training, a direct recruit shall not be allowed any type of leave or absence form more than three days. If the direct recruit remains absent for more than three days and the Head of the Institute is satisfied that his absence is not due to any unavoidable circumstances beyond his control, he may allow the direct recruit subject to deduction of the pay of the days of his absence, for appearing in the Examination.
- 5. Specified chances for passing the examination. -
 - (1) The direct recruit shall be required to pass the post-training examination module-1 (PTEM-1) and post-training examination module-2 (PTEM-2) within three chances as specified in these rules. To appear in the examination up to three chances for each Module, no examination fees shall be required to be paid.

Provided that the person belonging to the Scheduled Castes or Scheduled Tribes who is unbale to pass the post-training examination within three chance, shall be allowed one additional chance without payment of prescribed fees which shall be required to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance.

(2) If a direct recruit fails to pass the examination in the specified chances or specified period as required under these rules, his service shall be terminated.

Provided that, If the Government is satisfied that the person could not pass the examination within the specified chances for reasons beyond his control, the Government may after recording reasons in writing allow him not more than two additional chances, to pass such examination on payment of an examination fees as may be determined by the Government:

Provided further that, if a person passes the examination after availing the additional chances as above, he shall not be entitled to claim seniority over those persons who have passed such examination earlier than him within the specified chances and specified period.

- (3) In the circumstances mentioned in sub-rule (1) and sub-rule (2) above, If the examination is not conducted in time or result thereof cannot be declared before the specified period prescribed under these rules is over, the said specified period shall be deemed have been extended till the declaration of the result of the examination of his last additional chance avail to him.
- (4) Not appearing in the examination shall be considered as a chance.
- 6. Syllabus and Scheme of the examination:
 - (1) The syllabus of the examination shall be as specified in Appendix- 'A' and Appendix- 'B' respectively.
 - (2) The examination shall consist of a paper of 100 (one hundred) marks.
 - (i) The examination under PTEM-1 shall consist of three papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ) expect Paper III which shall be descriptive.
 - (ii) The examination under PTEM-2 shall consist of two papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ).
 - (3) The candidate shall be allowed to answer the questions with the help of books except the paper-III of PTEM-1.

Explanation: "With books" means the original book of the subjects approved by the Government / institute having bare Acts and / or rules without any commentaries or case laws and manuals issued under the Act published or approved by the Government of Gujarat.

7. Medium of examination. -

The medium of the examination shall be Gujarati or English as per instructions given in the Question paper.

- 8. Holding of Examination: -
 - (1) The Institute shall hold the examination after the institutional training period is over.
 - (2) A person, who desires to appear in the examination shall be required to send his application in the Form as specified in Appendix- 'C', through the Head of the Office under which he is working for enlisting his name as a candidate for such examination at least in the stipulated time period.
 - (3) The concerned Heads of the Offices in which the person is serving, shall scrutinize his application with regard to his eligibility for appearing in the examination and forward the same to the Director with Certificate of Eligibility as specified in Appendix- 'D';
 - (4) If the applicant subsequently decides not to appear in the examination, he shall give intimation thereof to the Director through concerned Heads of the Offices at least thirty days before the date of commencement of examination.
 - (5) If any person fails to appear in the examination after having enlisted his name as a candidate without giving intimation referred in sub-rule (4), he shall be deemed to have lost one chance to pass the examination:

Provided that the Director may condone the failure on the part of the person to give intimation referred to in sub-rule (4) and the consequences arising there from, if it is satisfied that the person has failed to give intimation within time for reasons beyond his control.

- 9. Qualifying Standard for passing the examination.
 - (1) The qualifying standard for passing the examination shall be fifty percent (50%) of the total marks assigned to each paper;
 - (2) An unsuccessful candidate who secures fifty percent (50%) or more marks in any one or more papers shall be exempted from appearing in those papers at the subsequent examinations.
 - (3) In case a candidate is not able to obtain the qualifying standard in only one question paper in this examination, such candidate shall be given grace marks up to 5% of total marks for that question paper and thereafter if he obtains the marks equal or more than qualifying standard, he shall be declared pass.
- 10. Result of examination. The concerned Institute shall declare the result of the examination and communicate the same to the Director.
- 11. Prohibition to use certain devices in the Examination Hall. -

No candidate shall be allowed to carry with him any electronic communication devices like cellular phone, laptop, calculator, pager, smart watch, i-pad etc. in the examination hall.

- 12. Security and Surety Bond. Every direct recruit shall be required to execute a bond in the form as specified in Appendix- 'E' appended to these rules.
- 13. Incentives. The candidate who secures eighty percentage (80%) or more aggregate marks in the examination in first chance shall be paid such amount as an incentive as determined by the Government from time to time.

APPENDIX A

Module-1

(See rule 6)

Paper-I

Time: Three hours

Total Marks: 100

Objective type

With books

- 1. Manual of Office Procedure (Non-Secretariat)
- 2. The Right to Information Act, 2005 and the rules made thereunder.
- 3. The Gujarat Civil Services Classification and Recruitment (General) Rules, 1967.
- 4. Roster Manual.
- 5. The Gujarat Civil Services Rules, 2002 (Vol. I to VIII).

Paper-II

Time: Three hours

Total Marks: 100

Objective type

With books

- 1. The Gujarat Civil Services (Conduct) Rules, 1971.
- 2. The Gujarat Civil Services (Discipline and Appeal) Rules, 1971.
- 3. The Gujarat Financial Rules, 1971.
- 4. The Bombay Contingent Expenditure Rules, 1959.
- 5. Guidelines for Confidential Report/PAR.
- 6. Preparation of Seniority List, Select List, Promotion procedure.

Paper-III

Time: Three hours Total Marks: 100 Descriptive type Without books

- 1. Simple and easy Gujarati/English in Government Correspondence.
- 2. Correspondence with public and Other agencies in Gujarati/ English.
- 3. Essay in Gujarati.
- 4. Administrative vocabulary (Gujarati & English) and its usage.
- 5. Gujarati Grammar.

APPENDIX B

Module-2

(See rule 6)

Paper-I

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. Gujarat Prohibition Act, 1949
- 2. Bombay Foreign Liquor Rules, 1953
- 3. Bombay Prohibition (Manufacture of Spirit) (Gujarat) Rules,1963
- 4. Bombay Molasses Rules, 1955
- 5. Gujarat Through Transport Rules, 1966
- 6. Bombay Prohibition (Privileges fees) Rules, 1954

Paper-II

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. THE BHARATIYA NYAYA SANHITA, 2023
- 2. THE BHARATIYA SAKSHYA ADHINIYAM, 2023
- 3. THE BHARATIYA NAGRIK SURAKSHA SANHITA, 2023

Note: The above shall include all amendments, circulars, Notifications and Orders etc. issued thereunder from time to time.

APPENDIX C

(See rule 8(2))

FORM OF APPLICATION

Application for appearing in the Post Training Examination for the post of Constable, Class-III, in the Directorate of Prohibition and Excise,

1	Full Name of the Applicant	
	(Surname First)	
	(in English and Gujarati)	
2	Designation	
	(in English and Gujarati)	

3	Name of the office in which at present serving.	
4	Birth date and age at the time of this examination	DOB: / /
	(DOB in DDMMYYYY format only)	Age: Years as on today
5	Date of appointment in the present post and total years of	Appointment Date:/
	service.	No. of Years in Service:
		Years
		Months
6	Whether you have appeared in this examination	
	previously?	
	if so-	
	a) Month and year of examination at which he	
	appeared.	
	b) Whether any exemption is earned? If so, provide	
	details of marks, year of examination and subject;	
	c) Whether the applicant intends to avail exemptions	
	earned? State "yes" or "no"	
	(This choice will be treated as final and no change	
	will be allowed)	
7.	Authority or Rules under which the applicant has to	
	appear for the examination.	
8.	Number of chances within which the applicant is required	
	to pass the examination	
	(Date of Eligibility for appearance at the examination	
_	shall be mentioned)	
9.	Number of Chances exhausted	
10.	Whether additional chance has been granted?	
	(No. and date of the order under which the additional	
	chance has been granted to the applicant should be	
	specified and a copy there of should be attached)	
11.	Purpose of passing the examination	
	(Confirmation, retention in government Service,	
12	Promotion etc.)	
12.	Whether the applicant is eligible to appear at the	
	examination according to rules of Post-Training	
12	Examination?	
13.	Remarks, if any.	
10001		

Place:

Date:

(Signature of applicant)

APPENDIX- 'D'

 $(See\ rule\ 8(3))$

CERTIFICATE FOR ELIGIBILITY

Certified that-

(1) The above particulars are verified and found correct.

Shri/Smt./Kum..... is eligible to appear at the Post Training Examination for the post of Constable, Class III, in the Directorate of Prohibition and Excise to be held in

- (2) * Necessary fee is paid; copy of Challan is attached herewith.
- (3) *Candidate is granted additional chance; a copy of order is attached.

Place:

Date:

Signature and designation of the

Head of Department/Office

^{*} Strike out whichever is not applicable.

Place:

Full address and occupation.

APPENDIX- 'E'

(See rule 12)

SECURITY BOND

Know all men by these presents that I
Provided that without prejudice to other right or remedies, it shall be open to the Government to recover the amount payable under this bond as arrears of land revenue.
In witness whereof I have here to set my hand this day of20
Signature of the candidate
Signed and delivered by the above named in the presence of:-
1. Signature and full address.
2. Signature and full address.
SURETY
We
Date: Signature of Surety.
Place: Full address and occupation.
Date: Signature of Surety.

In the presence of	f
Signature,	

Full address and

Occupation of witness:

Signature,

Full address and

Occupation of witness:

By order and in the name of the Governor of Gujarat,

ANAND BIHOLA,

Joint Secretary to Government.

HOME DEPARTMENT NOTIFICATION

Sachivalaya, Gandhinagar, 2nd April, 2025

CONSTITUTION OF INDIA.

No. GG/42/2025/HD/MKM/e-file/8/2024/6128/E1: In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of the Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons direct recruited to the post of Jamadar, Class-III in the subordinate service of Directorate of Prohibition and Excise, in so far as they relate to their pre-service training and post-training examination, namely:-

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 - (a) 'Appendix' means an Appendix appended to these rules;
 - (b) 'Appointed date' means the date on which these rules shall come into force;
 - (c) 'Contractual Post' means post of Jamadar, Class III, in the subordinate service of Directorate of Prohibition and Excise, Gujarat State on which direct recruit is appointed on contractual basis;
 - (d) 'Direct recruit' means a person who is appointed on a contractual basis on the post of Jamadar Class III, in the subordinate service of Directorate of Prohibition and Excise;
 - (e) 'Director' means the Director of Prohibition and Excise;
 - (f) 'Examination' means the Post-training Examination.
 - (g) 'Government' means the Government of Gujarat.
 - (h) 'Institute' means the Sardar Patel Institute of Public Administration (SPIPA) or any other training institute or Government Agency as may be established by the government.
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- 3. Institutional training and scheme of examination. -
 - (A) The direct recruit shall be required to undergo institutional training in the Institute and pass the post-training examination conducted by the Institute in accordance with the following provisions, namely:
 - (1) The institutional training shall be imparted as per the following stages and period, namely:-

Training Module-1	Administrative Training	45 Days
Training Module-2	Police Training	60 Days
Training Module-3	Departmental Training	30 Days

- (2) The direct recruit shall be under the control of the Head of the concerned Institute during the period of their institutional training.
- (B) (1) The examination shall be held by the Institute after the institutional training period is over. The direct recruits who have completed the institutional training shall be required to pass the examination.
 - (2) The Examination shall be conducted in two modules namely post-training examination module-1 (PTEM-1) and post-training examination module-2 (PTEM-2). The scheme of the same shall be as specified in Appendix- 'A' and 'B', respectively.
- 4. Eligibility to appear in examination:
 - (1) In order to qualify for appearing at the examination, a direct recruit shall be required to attend a minimum of 85% of the total number of lectures in the institutional training otherwise he shall be disqualified for appearing in the examination and his service shall be liable to be terminated from his contractual appointment;
 - (2) During the period of institutional training, a direct recruit shall not be allowed any type of leave or absence form more than three days. If the direct recruit remains absent for more than three days and the Head of the Institute is satisfied that his absence is not due to any unavoidable circumstances beyond his control, he may allow the direct recruit subject to deduction of the pay of the days of his absence, for appearing in the Examination.
- 5. Specified chances for passing the examination. -
 - (1) The direct recruit shall be required to pass the post-training examination module-1 (PTEM-1) and post-training examination module-2 (PTEM-2) within three chances as specified in these rules. To appear in the examination up to three chances for each Module, no examination fees shall be required to be paid.

Provided that the person belonging to the Scheduled Castes or Scheduled Tribes who is unbale to pass the post-training examination within three chance, shall be allowed one additional chance without payment of prescribed fees which shall be required to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance.

(2) If a direct recruit fails to pass the examination in the specified chances or specified period as required under these rules, his service shall be terminated.

Provided that, If the Government is satisfied that the person could not pass the examination within the specified chances for reasons beyond his control, the Government may after recording reasons in writing allow him not more than two additional chances, to pass such examination on payment of an examination fees as may be determined by the Government:

Provided further that, if a person passes the examination after availing the additional chances as above, he shall not be entitled to claim seniority over those persons who have passed such examination earlier than him within the specified chances and specified period.

(3) In the circumstances mentioned in sub-rule (1) and sub-rule (2) above, If the examination is not conducted in time or result thereof cannot be declared before the specified period prescribed under these rules is over, the said specified period shall be deemed have been extended till the declaration of the result of the examination of his last additional chance avail to him.

- (4) Not appearing in the examination shall be considered as a chance.
- 6. Syllabus and Scheme of examination.
 - (1) The syllabus of the examination shall be as specified in Appendix- 'A' and Appendix- 'B', respectively.
 - (2) The examination shall consist of a paper of 100 (one hundred) marks.
 - (i) The examination under PTEM-1 shall consist of three papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ) expect Paper III which shall be descriptive.
 - (ii) The examination under PTEM-2 shall consist of two papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ).
 - (3) The candidate shall be allowed to answer the questions with the help of books except the paper-III of PTEM-1.

Explanation: "With books" means the original book of the subjects approved by the Government / institute having bare Acts and / or rules without any commentaries or case laws and manuals issued under the Act published or approved by the Government of Gujarat.

7. Medium of examination. -

The medium of the examination shall be Gujarati or English as per instructions given in the Question paper.

- 8. Holding of Examination: -
 - (1) The Institute shall hold the examination after the institutional training period is over.
 - (2) A person, who desires to appear in the examination shall be required to send his application in the Form as specified in Appendix- 'C', through the Head of the Office under which he is working for enlisting his name as a candidate for such examination at least in the stipulated time period.
 - (3) The concerned Heads of the Offices in which the person is serving, shall scrutinize his application with regard to his eligibility for appearing in the examination and forward the same to the Director with Certificate of Eligibility as specified in Appendix- 'D';
 - (4) If the applicant subsequently decides not to appear in the examination, he shall give intimation thereof to the Director through concerned Heads of the Offices at least thirty days before the date of commencement of examination.
 - (5) If any person fails to appear in the examination after having enlisted his name as a candidate without giving intimation referred in sub-rule (4), he shall be deemed to have lost one chance to pass the examination:

Provided that the Director may condone the failure on the part of the person to give intimation referred to in sub-rule (4) and the consequences arising there from, if it is satisfied that the person has failed to give intimation within time for reasons beyond his control.

- 9. Qualifying Standard for passing the examination.
 - (1) The qualifying standard for passing the examination shall be fifty percent (50%) of the total marks assigned to each paper;
 - (2) An unsuccessful candidate who secures fifty percent (50%) or more marks in any one or more papers shall be exempted from appearing in those papers at the subsequent examinations.
 - (3) In case a candidate is not able to obtain the qualifying standard in only one question paper in this examination, such candidate shall be given grace marks up to 5% of total marks for that question paper and thereafter, if he obtains the marks equal or more than qualifying standard, he shall be declared pass.
- 10. Result of examination. The concerned Institute shall declare the result of the examination and communicate the same to the Director.

11. Prohibition to use certain devices in the Examination Hall. -

No candidate shall be allowed to carry with him any electronic communication devices like cellular phone, laptop, calculator, pager, smart watch, i-pad etc. in the examination hall.

- 12. Security and Surety Bond. Every direct recruit shall be required to execute a bond in the form as specified in Appendix- 'E' appended to these rules.
- 13. Incentives. The candidate who secures eighty percent (80%) or more aggregate marks in the examination in first chance shall be paid such amount as an incentive as determined by the Government.

APPENDIX- 'A'

Module-1

(See rule 6)

Paper-I

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. Manual of Office Procedure (Non-Secretariat)
- 2. The Right to Information Act, 2005 and the rules made thereunder.
- 3. The Gujarat Civil Services Classification and Recruitment (General) Rules, 1967
- 4. Roster Manual
- 5. The Gujarat Civil Services Rules, 2002 (Vol. I to VIII).

Paper-II

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. The Gujarat Civil Services (Conduct) Rules, 1971.
- 2. The Gujarat Civil Services (Discipline and Appeal) Rules, 1971.
- 3. The Gujarat Financial Rules, 1971.
- 4. The Bombay Contingent Expenditure Rules, 1959.
- 5. Guidelines for Confidential Report/PAR.
- 6. Preparation of Seniority List, Select List, Promotion procedure.

Paper-III

Time: Three hours
Total Marks: 100
Descriptive type
Without books

- 1. Gujarati/English Language and Noting-Drafting.
- 2. Simple and easy Gujarati/English in Government Correspondence,
- 3. Correspondence with public and Other agencies in Gujarati/ English.
- 4. Essay in Gujarati.

- 5. Administrative vocabulary (Gujarati & English) and its usage.
- 6. Gujarati Grammar.

APPENDIX- 'B'

Module-2

(See rule 6)

Paper-I

Time: Three hours

Total Marks: 100

Objective type

With books

- 1. Gujarat Prohibition Act 1949
- 2. Bombay Foreign Liquor Rules 1953
- 3. Bombay Rectified Spirit Rules, 1951
- 4. Gujarat Foreign Liquor (Import and Export) Rules, 1965
- 5. Bombay Molasses Rules, 1955
- 6. Bombay Foreign Liquor and Rectified Spirit (Transport) fees Rules, 1954
- 7. Gujarat Through Transport Rules, 1966
- 8. Bombay Prohibition (Privileges fees) Rules, 1954

Paper-II

Time: Three hours

Total Marks: 100

Objective type

With books

- 1. THE BHARATIYA NYAYA SANHITA, 2023
- 2. THE BHARATIYA SAKSHYA ADHINIYAM, 2023
- 3. THE BHARATIYA NAGRIK SURAKSHA SANHITA, 2023

Note: The above shall include all amendments, circulars, Notifications and Orders etc. issued thereunder from time to time.

APPENDIX- 'C'

(See rule 8(2))

FORM OF APPLICATION

Application for appearing in the Post Training Examination for the post of Jamadar, Class-III, in the Directorate of Prohibition and Excise.

1	Full Name of the Applicant	
	(Surname First)	
	(in English and Gujarati)	
2	Designation	
	(in English and Gujarati)	
3	Name of the office in which at present serving.	

4	Birth date and age at the time of this examination	DOB:/
	(DOB in DDMMYYYY format only)	Age: Years as of today
5	Date of appointment in the present post and total years of	Appointment Date:/
	service.	No. of Years in Service:
		Years
		Months
6	Whether you have appeared in this examination previously?	
	if so-	
	a) Month and year of examination at which he appeared.	
	b) Whether any exemption is earned? If so, provide details	
	of marks, year of examination and subject;	
	c) Whether the applicant intends to avail exemptions	
	earned? State "yes" or "no"	
	(This choice will be treated as final and no change will	
	be allowed)	
7.	Authority or Rules under which the applicant has to appear for	
	the examination.	
8.	Number of chances within which the applicant is required to	
	pass the examination	
	(Date of Eligibility for appearance at the examination shall be	
	mentioned)	
9.	Number of Chances exhausted	
10.	Whether additional chance has been granted?	
	(No. and date of the order under which the additional chance	
	has been granted to the applicant should be specified and a	
	copy there of should be attached)	
11.	Purpose of passing the examination	
	(Confirmation, retention in government Service, Promotion etc.)	
12.	Whether the applicant is eligible to appear at the examination	
	according to rules of Post-Training Examination?	
13.	Remarks, if any.	
Place:		

Date:

(Signature of applicant)

APPENDIX- 'D'

(*See rule 8(3)*)

CERTIFICATE FOR ELIGIBILITY

Certified that-

Shri/Smt./Kum..... is eligible to appear at the Post Training Examination for the post of Jamadar, Class III, in the Directorate of Prohibition and Excise to be held in

- (2) * Necessary fee is paid; copy of Challan is attached herewith.
- (3) *Candidate is granted additional chance; a copy of the order is attached.

Place:

Date:

Signature and designation of the Head of Department/Office

^{*} Strike out whichever is not applicable.

Full address and occupation.

Place:

APPENDIX- 'E'

(See rule 12)

SECURITY BOND

Know all men by these presents that I
contained in the said rules (Which rules shall be deemed to form part of these presents), then the above written bond shall be void, otherwise the same shall remain in full force and effect;
Provided that without prejudice to other right or remedies, it shall be open to the Government to recover the amount payable under this bond as arrears of land revenue.
In witness whereof I have here to set my hand this day of20
Signature of the candidate
Signed and delivered by the above named in the presence of:-
1. Signature and full address.
2. Signature and full address.
SURETY
We
Date: Signature of Surety.
Place: Full address and occupation.
Date: Signature of Surety.

In the presence of:
Signature,

Full address and

Occupation of witness:

Signature,

Full address and

Occupation of witness:

By order and in the name of Governor of Gujarat,

ANAND BIHOLA.

Joint Secretary to Government.

HOME DEPARTMENT NOTIFICATION

Sachivalaya, Gandhinagar, 2nd April, 2025

CONSTITUTION OF INDIA.

No. GG/43/2025/HD/MKM/e-file/8/2024/6130/E1:- In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of the Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons direct recruited to the post of Sub-Inspector, Class-III, in the subordinate service of Directorate of Prohibition and Excise, in so far as they relate to their pre-service training and post-training examination, namely:-

- 1. Short title, commencement and application. -
 - (1) These rules may be called the Sub-Inspector, Class-III, in the Directorate of Prohibition and Excise (Pre-service training and Post-training examination) Rules, 2025
 - (2) They shall come into force on the date of their publication in the *Official Gazette*.
 - (3) They shall apply to persons directly recruited to the post of Sub-Inspector, Class-III, in the subordinate service of Directorate of Prohibition and Excise.
- 2. Definitions. In these rules, unless the context otherwise requires, -
 - (a) 'Appendix' means an Appendix appended to these rules;
 - (b) 'Appointed date' means the date on which these rules shall come into force;
 - (c) 'Contractual Post' means post of Sub-Inspector, Class III, in the subordinate service of Directorate of Prohibition and Excise, Gujarat State on which direct recruit is appointed on contractual basis;
 - (d) 'Direct recruit' means a person who is appointed on a contractual basis on the post of Sub-Inspector, Class III, in the subordinate service of Directorate of Prohibition and Excise;
 - (e) 'Director' means the Director of Prohibition and Excise;
 - (f) 'Examination' means the Post-training Examination.
 - (g) 'Government' means the Government of Gujarat.
 - (h) 'Institute' means the Sardar Patel Institute of Public Administration (SPIPA) or any other training institute or Government Agency as may be established by the government.
 - (i) 'Specified chances' means the number of chances specified in these rules within which a person is required to pass the examination.
 - (j) 'Specified period' means the period prescribed in the Gujarat civil Services Classification and Recruitment (General) rules, 1967.

- 3. Institutional training and scheme of examination. -
 - (A) The direct recruit shall be required to undergo institutional training in the Institute and pass the post-training examination conducted by the Institute in accordance with the following provisions, namely:
 - (1) The institutional training shall be imparted as per the following stages and period, namely:-

Training Module-1	Administrative Training	45 Days
Training Module-2	Police Training	60 Days
Training Module-3	Departmental Training	30 Days

- (2) The direct recruit shall be under the control of the Head of the concerned Institute during the period of their institutional training.
- (B) (1) The examination shall be held by the Institute after the institutional training period is over. The direct recruit who have completed the institutional training shall be required to pass the examination.
 - (2) The Examination shall be conducted in two modules namely post training examination module-1 (PTEM-1) and post training examination module-2 (PTEM-2). The scheme of the same shall be as specified in Appendix- 'A' and 'B', respectively.
- 4. Eligibility to appear in examination:
 - (1) In order to qualify for appearing at the examination, a direct recruit shall be required to attend a minimum of 85% of the total number of lectures in the institutional training otherwise he shall be disqualified for appearing in the examination and his service shall be liable to be terminated from his contractual appointment;
 - (2) During the period of institutional training, a direct recruit shall not be allowed any type of leave or absence form more than three days. If the direct recruit remains absent for more than three days and the Head of the Institute is satisfied that his absence is not due to any unavoidable circumstances beyond his control, he may allow the direct recruit subject to deduction of the pay of the days of his absence, for appearing in the Examination.
- 5. Specified chances for passing the examination. -
 - (1) The direct recruit shall be required to pass the post-training examination module-1 (PTEM-1) and post-training examination module-2 (PTEM-2) within three chances as specified in these rules. To appear in the examination up to three chances for each Module, no examination fees shall be required to be paid.

Provided that the person belonging to the Scheduled Castes or Scheduled Tribes who is unbale to pass the post-training examination within three chance, shall be allowed one additional chance without payment of prescribed fees which shall be required to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance.

(2) If a direct recruit fails to pass the examination in the specified chances or specified period as required under these rules, his service shall be terminated.

Provided that, If the Government is satisfied that the person could not pass the examination within the specified chances for reasons beyond his control, the Government may after recording reasons in writing allow him not more than two additional chances, to pass such examination on payment of an examination fees as may be determined by the Government:

Provided further that, if a person passes the examination after availing the additional chances as above, he shall not be entitled to claim seniority over those persons who have passed such examination earlier than him within the specified chances and specified period.

(3) In the circumstances mentioned in sub-rule (1) and sub-rule (2) above, If the examination is not conducted in time or result thereof cannot be declared before the specified period prescribed under these rules is over, the said specified period shall be deemed have been extended till the declaration of the result of the examination of his last additional chance avail to him.

- (4) Not appearing in the examination shall be considered as a chance.
- 6. Syllabus and Scheme of the examination.
 - (1) The syllabus of the examination shall be as specified in Appendix- 'A' and Appendix- 'B' respectively
 - (2) The examination shall consist of a paper of 100 (one hundred) marks.
 - (i) The examination under PTEM-1 shall consist of five papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ) expect Paper V which shall be descriptive.
 - (ii) The examination under PTEM-2 shall consist of two papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ).
 - (3) The candidate shall be allowed to answer the questions with the help of books expect Paper V of PTEM-1.

Explanation: "With books" means the original book of the subjects approved by the Government / institute having bare Acts and / or rules without any commentaries or case laws and manuals issued under the Act published or approved by the Government of Gujarat.

7. Medium of examination. -

The medium of the examination shall be Gujarati or English as per instructions given in the Question paper.

- 8. Holding of Examination: -
 - (1) The Institute shall hold the examination after the institutional training period is over.
 - (2) A person, who desires to appear at the examination shall be required to send his application in the Form as specified in Appendix- 'C', through the Head of the Office under which he is working for enlisting his name as a candidate for such examination at least in the stipulated time period.
 - (3) The concerned Heads of the Offices in which the person is serving, shall scrutinize his application with regard to his eligibility for appearing in the examination and forward the same to the Director with Certificate of Eligibility as specified in Appendix- 'D';
 - (4) If the applicant subsequently decides not to appear in the examination, he shall give intimation thereof to the Director through concerned Heads of the Offices at least thirty days before the date of commencement of examination.
 - (5) If any person fails to appear in the examination after having enlisted his name as a candidate without giving intimation referred in sub-rule (4), he shall be deemed to have lost one chance to pass the examination:

Provided that the Director may condone the failure on the part of the person to give intimation referred to in sub-rule (4) and the consequences arising there from, if it is satisfied that the person has failed to give intimation within time for reasons beyond his control.

- 9. Qualifying Standard for passing the examination.
 - (1) The qualifying standard for passing the examination shall be fifty percent (50%) of the total marks assigned to each paper;
 - (2) An unsuccessful candidate who secures fifty percent (50%) or more marks in any one or more papers shall be exempted from appearing in those papers at the subsequent examinations.
 - (3) In case a candidate is not able to obtain the qualifying standard in only one question paper in this examination, such candidate shall be given grace marks up to 5% of total marks for that question paper and thereafter if he obtains the marks equal or more than qualifying standard, he shall be declared pass.
- 10. Result of examination. The concerned Institute shall declare the result of the examination and communicate the same to the Director.

11. Prohibition to use certain devices in the Examination Hall. -

No candidate shall not be allowed to carry with him any electronic communication devices like cellular phone, laptop, calculator, pager, smart watch, i-pad etc. in the examination hall.

- 12. Security and Surety Bond. Every direct recruit shall be required to execute a bond in the form as specified in Appendix-'E' appended to these rules.
- 13. Incentives. The candidate who secures eighty percentage (80%) or more aggregate marks in the examination in first chance shall be paid such amount as an incentive as determined by the Government from time to time.

APPENDIX- 'A'

Module-1

(See rule 6)

Paper-I

Time: Three hours
Total Marks: 100
Objective type

With books

- 1. Constitution of India (Article-32,226,309,310,311 and 320, Fundamental Rights, Directive Principles).
- 2. The Panchayati Raj and structure of Panchayati Raj in Gujarat.
- 3. The Prevention of Corruption Act, 1988
- 4. The Gujarat Civil Services Tribunal Act, 1972
- 5. Gujarat Legislative Assembly Rules.

Paper-II

Time: Three hours

Total Marks: 100
Objective type

With books

- 1. The Gujarat Civil Services Rules (G.C.S.R.), 2002 Vol. I to VIII
- 2. The Gujarat Civil Services (Conduct) Rules, 1971 and Gujarat Civil Services (Discipline and Appeal) Rules, 1971
- 3. Purchase Policy of Government of Gujarat.
- 4. Delegation of Financial Powers.

Paper-III

Time: Three hours

Total Marks: 100 Objective type

3 71

With books

- 1. Manual of Office Procedure (Non-Secretariat).
- 2. Rules of Business and instructions there under.
- 3. Set up of the machinery of Government.
- 4. The Right to Information Act, 2005 (with all amendments.)

- 5. The Gujarat Civil Services Classification and Recruitment (General) Rules, 1967
- 6. Roster Manual (How to prepare, maintain roster register and allocation of Roster points)
- 7. High Court Matters- Preparing of Para wise remarks, Filling of Affidavit and Drafting of 'Speaking Orders'.

Paper-IV

Time: Three hours

Total Marks: 100

Objective type

With books

- 1. The Gujarat Budget Manual, Part I and II.
- 2. The Gujarat Financial Rules, 1971.
- 3. The Bombay Contingent Expenditure Rules, 1959.
- 4. The Gujarat Treasury Rules, 2000.

Paper-V

Time: Three hours
Total Marks: 100
Descriptive type

Without books

- 1. Translation from English to Gujarati and from Gujarati to English.
- 2. Noting and Drafting in Gujarati or English.
- 3. Different types of letters and difference between them
- 4. Correspondence with public and other institutions
- 5. Gujarati Grammar.
- 6. English Grammar.

APPENDIX B

Module-2

(See rule 6)

Paper I

Time: Three hours
Total Marks: 100
Objective type

With books

- 1. Gujarat Prohibition Act, 1949
- 2. Bombay Rectified Spirit Rules, 1951
- 3. Bombay Foreign Liquor and Rectified Spirit (Transport) fees Rules, 1954
- 4. Bombay Foreign Liquor Rules, 1953
- 5. Bombay Prohibition (Manufacture of Spirit) (Gujarat) Rules, 1963
- 6. Bombay Molasses Rules, 1955
- 7. Bombay Molasses storage and supply Regulations, 1959

- 8. Gujarat Through Transport Rules, 1966
- 9. Gujarat Methyl Alcohol Rules, 1981
- 10. Bombay Denatured Spirit Rules, 1959
- 11. Gujarat Articles Unfit for use as Intoxicating Liquor manufacture and Import Regulation Rules, 1966
- 12. Bombay Prohibition (Privileges Fees) Rules, 1954

Paper-2

Time: Three hours

Total Marks: 100

Objective type

With books

- 1. THE BHARATIYA NYAYA SAHITA, 2023
- 2. THE BHARATIYA SAKSHYA ADHINIYAM, 2023
- 3. THE BHARATIYA NAGRIK SURAKSHA SANHITA, 2023

Note: The above shall include all amendments, circulars, Notifications and Orders etc. issued thereunder from time to time.

APPENDIX C

(See rule 8(2))

FORM OF APPLICATION

Application for appearing in the Post Training Examination for the post of Sub-Inspector, Class-III, in the Directorate of Prohibition and Excise.

1	Full Name of the Applicant	
	(Surname First)	
	(in English and Gujarati)	
2	Designation	
	(in English and Gujarati)	
3	Name of the office in which at present serving.	
4	Birth date and age at the time of this examination	DOB:/
	(DOB in DDMMYYYY format only)	Age: Years as of today
5	Date of appointment in the present post and total years of	Appointment Date:/
	service.	No. of Years in Service:
		Years
		Months
6	Whether you have appeared in this examination previously?	
	if so-	
	a) Month and year of examination at which he appeared.	
	b) Whether any exemption is earned? If so, provide details	
	of marks, year of examination and subject;	
	c) Whether the applicant intends to avail exemptions	
	earned? State "yes" or "no"	
	(This choice will be treated as final and no change will	
	be allowed)	
7.	Authority or Rules under which the applicant has to appear for	
	the examination.	

8.	Number of chances within which the applicant is required to	
	pass the examination	
	(Date of Eligibility for appearance at the examination shall be	
	mentioned)	
9.	Number of Chances exhausted	
10.	Whether additional chance has been granted?	
	(No. and date of the order under which the additional chance	
	has been granted to the applicant should be specified and a	
	copy there of should be attached)	
11.	Purpose of passing the examination	
	(Confirmation, retention in government Service, Promotion	
	etc.)	
12.	Whether the applicant is eligible to appear at the examination	
	according to rules of Post-Training Examination?	
13.	Remarks, if any.	

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Date:

(Signature of applicant)

APPENDIX- 'D'

(See rule 8(3))

CERTIFICATE FOR ELIGIBILITY

Certified that-

(1) The above particulars are verified and found correct.

Shri/Smt./Kum..... is eligible to appear at the Post Training Examination for the post of Sub-Inspector, Class III, in the Directorate of Prohibition and Excise to be held in

- (2) * Necessary fee is paid; copy of Challan is attached herewith.
- (3) *Candidate is granted additional chance; a copy of the order is attached.

Place:

Date:

Signature and designation of the

Head of Department/Office

APPENDIX- 'E'

(See rule 12)

SECURITY BOND

Know all men by these presents that I	a Candidate selected for appointment to the
post ofon contractual basis in accordance v	with the rules contained in Government Notification,
Department, No dated the	(hereinafter referred to as "the rules") an held and
firmly bound up to the Governor of Gujarat exercising the exec	eutive power of the Government of the State of Gujarat
(hereinafter referred to as "the Government" which expression s	shall, unless the context otherwise requires, include his
successors in office and assigns)in the amount equal to pay a	nd allowances paid to me by Government during my
training plus amount prescribed by the Government from time to	time towards the cost of training imparted to me by the
Institute. Being an expenditure incurred by the Government to	my training and which is to be paid to the Government
for which payment, well and truly to be made. I bind my	yself, my heirs, executors, administrators and legal
representatives by these presents	n required under the rules to execute a bond for refund

^{*} Strike out whichever is not applicable.

to the Government of the amount equal to pay and usual allowance drawn by me during the training in the event of my (a) failure to complete the institutional training, or (b) failure to appear in the Post-training Examination, or (c) failure to comply with any of the provisions of the contractual rules, if any, to the satisfaction of Government my regular appointment on satisfactory completion of the contractual period. Now, the condition of the above written bond is that, if, I duly and faithfully observe and perform the stipulations and condition on my part to be observed and performed as contained in the said rules (Which rules shall be deemed to form part of these presents), then the above written bond shall be void, otherwise the same shall remain in full force and effect;

Provided that without prejudice to other right or remedies, it shall be open to the Government to recover the amount payable under this bond as arrears of land revenue.

In witness whereof I have here to set my hand this day.... of20....

We.....residing

Signature of the candidate

at.....in

By order and in the name of the Governor of Gujarat,

ANAND BIHOLA,

Joint Secretary to Government.

Signed and delivered by the above named in the presence of:-

- 1. Signature and full address.
- 2. Signature and full address.

Occupation of witness:

SURETY

taluka......District......Declare ourselves sureties for the above named...... (hereinafter referred to as "the candidate") and guarantee that the candidate shall do and perform all that he has

undertaken to do and perform and in case of his (1) failure to c	complete the Institutional training or (2) failure to appear
in the Post-training Examination, or (3) failure to comply with	any of the provisions of the contractual rules, if any, to
the satisfaction of the Government, we hereby bind ourselve	s jointly and severally to forfeit to the Government of
Gujarat exercising the executive power of the Governmen	t of State of Gujarat (hereinafter referred to as "the
Government") the amount equal to the pay and allowances p	aid to him by the Government during his training plus
amount prescribed by the Government from time to time toward	rds the cost of training imparted to him by the Institute.
Being an expenditure incurred by the Government on his train	ning in which the candidate has bound himself and we
agree that the Government may, without prejudice to other rig	hts or remedies available to the Government recover the
said amount from us as arrears of land revenue; and we als	o agree that any variation of the terms and conditions
specified in the said rules shall not discharge us from our li	abilities to pay the said amount and for the purpose of
enforcement of our liability under this agreement, our liability s	shall be joint and several with that of the candidate.
Dated thisday of20Signed and delivered b	y the said.
Date:	Signature of Surety.
Place:	Full address and occupation.
Date:	Signature of Surety.
Place:	Full address and occupation.
In the presence of:	
Signature,	
Full address and	
Occupation of witness:	
Signature,	
Full address and	

HOME DEPARTMENT NOTIFICATION

Sachivalaya, Gandhinagar, 2nd April, 2025

CONSTITUTION OF INDIA.

No. GG/44/2025/HD/MKM/e-file/8/2024/6132/E1:- In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor of the Gujarat hereby makes the following rules to provide for regulating the conditions of service of persons direct recruited to the post of Inspector, Class-III in the subordinate service of Directorate of Prohibition and Excise, in so far as they relate to their pre-service training and post-training examination, namely:-

- 1. Short title, commencement and application. -
 - (1) These rules may be called the Inspector, Class-III, in the Directorate of Prohibition and Excise (Pre-service training and Post-training examination) Rules, 2025
 - (2) They shall come into force on the date of their publication in the *Official Gazette*.
 - (3) They shall apply to persons directly recruited to the post of Inspector, Class-III, in the subordinate service of Directorate of Prohibition and Excise.
- 2. Definitions. In these rules, unless the context otherwise requires,
 - a. 'Appendix' means an Appendix appended to these rules;
 - b. 'Appointed date' means the date on which these rules shall come into force;
 - c. 'Contractual Post' means post of the Inspector, Class III, in the subordinate service of Directorate of Prohibition and Excise, Gujarat State on which direct recruit is appointed on contractual basis;
 - d. 'Direct recruit' means a person who is appointed on a contractual basis on the post of Inspector, Class III, in the subordinate service of Directorate of Prohibition and Excise;
 - e. 'Director' means the Director of Prohibition and Excise;
 - f. 'Examination' means the Post-training Examination.
 - g. 'Government' means the Government of Gujarat.
 - h. 'Institute' means the Sardar Patel Institute of Public Administration (SPIPA) or any other training institute or Government Agency as may be established by the government.
 - i. Specified chances' means the number of chances specified in these rules within which a person is required to pass the examination.
 - j. 'Specified period' means the period prescribed in the Gujarat civil Services Classification and Recruitment (General) rules, 1967.
- 3. Institutional training and scheme of examination. -
 - (A) The direct recruit shall be required to undergo institutional training in the Institute and pass the post-training examination conducted by the Institute in accordance with the following provisions, namely:
 - (1) The institutional training shall be imparted as per the following stages and period, namely:-

Training Module-1	Administrative Training	45 Days
Training Module-2	Police Training	60 Days
Training Module-3	Departmental Training	30 Days

- (2) The direct recruit shall be under the control of the Head of the concerned Institute during the period of their institutional training.
- (B) (1) The examination shall be held by the Institute after the institutional training period is over. The direct recruit who have completed the institutional training shall be required to pass the examination.

- (2) The Examination shall be conducted in two modules namely post training examination module-1 (PTEM-1) and post training examination module-2 (PTEM-2). The scheme of the same shall be as specified in Appendix- 'A' and 'B', respectively.
- 4. Eligibility to appear in examination:
 - (1) In order to qualify for appearing at the examination, a direct recruit shall be required to attend a minimum of 85% of the total number of lectures in the institutional training otherwise he shall be disqualified for appearing in the examination and his service shall be liable to be terminated from his contractual appointment;
 - (2) During the period of institutional training, a direct recruit shall not be allowed any type of leave or absence form more than three days. If the direct recruit remains absent for more than three days and the Head of the Institute is satisfied that his absence is not due to any unavoidable circumstances beyond his control, he may allow the direct recruit subject to deduction of the pay of the days of his absence, for appearing in the Examination.
- 5. Specified chances for passing the examination. -
 - (1) The direct recruit shall be required to pass the post-training examination module-1 (PTEM-1) and post-training examination module-2 (PTEM-2) within three chances as specified in these rules. To appear in the examination up to three chances for each Module, no examination fees shall be required to be paid.

Provided that the person belonging to the Scheduled Castes or Scheduled Tribes who is unbale to pass the post-training examination within three chance, shall be allowed one additional chance without payment of prescribed fees which shall be required to be availed of within a period of one year from the date of declaration of the result of the examination of his third chance.

(2) If a direct recruit fails to pass the examination in the specified chances or specified period as required under these rules, his service shall be terminated.

Provided that, If the Government is satisfied that the person could not pass the examination within the specified chances for reasons beyond his control, the Government may after recording reasons in writing allow him not more than two additional chances, to pass such examination on payment of an examination fees as may be determined by the Government:

Provided further that, if a person passes the examination after availing the additional chances as above, he shall not be entitled to claim seniority over those persons who have passed such examination earlier than him within the specified chances and specified period.

- (3) In the circumstances mentioned in sub-rule (1) and sub-rule (2) above, If the examination is not conducted in time or result thereof cannot be declared before the specified period prescribed under these rules is over, the said specified period shall be deemed have been extended till the declaration of the result of the examination of his last additional chance avail to him.
- (4) Not appearing in the examination shall be considered as a chance.
- 6. Syllabus and Scheme of the examination.
 - (1) The syllabus of the examination shall be as specified in Appendix- 'A' and Appendix- 'B' respectively
 - (2) The examination shall consist of a paper of 100 (one hundred) marks.
 - (i) The examination under PTEM-1 shall consist of five papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ) expect Paper V which shall be descriptive.
 - (ii) The examination under PTEM-2 shall consist of two papers each of 100 (one hundred) marks. The examination shall consist of Multiple-Choice Questions (MCQ).
 - (3) The candidate shall be allowed to answer the questions with the help of books expect Paper V of PTEM-1.

Explanation: "With books" means the original book of the subjects approved by the Government / institute having bare Acts and / or rules without any commentaries or case laws and manuals issued under the Act published or approved by the Government of Gujarat.

7. Medium of examination. -

The medium of the examination shall be Gujarati or English as per instructions given in the Question paper.

- 8. Holding of Examination: -
 - (1) The Institute shall hold the examination after the institutional training period is over.
 - (2) A person, who desires to appear at the examination shall be required to send his application in the Form as specified in Appendix- 'C', through the Head of the Office under which he is working for enlisting his name as a candidate for such examination at least in the stipulated time period.
 - (3) The concerned Heads of the Offices in which the person is serving, shall scrutinize his application with regard to his eligibility for appearing in the examination and forward the same to the Director with Certificate of Eligibility as specified in Appendix- 'D';
 - (4) If the applicant subsequently decides not to appear in the examination, he shall give intimation thereof to the Director through concerned Heads of the Offices at least thirty days before the date of commencement of examination.
 - (5) If any person fails to appear in the examination after having enlisted his name as a candidate without giving intimation referred in sub-rule (4), he shall be deemed to have lost one chance to pass the examination:

Provided that the Director may condone the failure on the part of the person to give intimation referred to in sub-rule (4) and the consequences arising there from, if it is satisfied that the person has failed to give intimation within time for reasons beyond his control.

- 9. Qualifying Standard for passing the examination.
 - a. The qualifying standard for passing the examination shall be fifty percent (50%) of the total marks assigned to each paper;
 - b. An unsuccessful candidate who secures fifty percent (50%) or more marks in any one or more papers shall be exempted from appearing in those papers at the subsequent examinations.
 - c. In case a candidate is not able to obtain the qualifying standard in only one question paper in this examination, such candidate shall be given grace marks up to 5% of total marks for that question paper and thereafter if he obtains the marks equal or more than qualifying standard, he shall be declared pass.
- 10. Result of examination. The concerned Institute shall declare the result of the examination and communicate the same to the Director.
- 11. Prohibition to use certain devices in the Examination Hall. -
 - No candidate shall not be allowed to carry with him any electronic communication devices like cellular phone, laptop, calculator, pager, smart watch, i-pad etc. in the examination hall.
- 12. Security and Surety Bond. Every direct recruit shall be required to execute a bond in the form as specified in Appendix-'E' appended to these rules.
- 13. Incentives. The candidate who secures eighty percentage (80%) or more aggregate marks in the examination in first chance shall be paid such amount as an incentive as determined by the Government from time to time.

APPENDIX- 'A'

Module-1

(See rule 6)

Paper-I

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. Article-32, 226, 309, 310 and 311
- 2. Fundamental Rights
- 3. Directive Principles
- 4. Role of GPSC (Article 320)

- 5. The Gujarat Public Service Commission (Consultation) Regulation, 1960
- 6. The Gujarat Civil Services Tribunal Act, 1972
- 7. Provision of Panchayats Municipality –with focus on 73rd and 74th Amendments
- 8. Supreme Court and High Courts
- 9. Election Commission (Centre and State)
- 10. Finance Commission
- 11. Union list, State list and Concurrent list
- 12. The Panchayati Raj and structure of Panchayati Raj in Gujarat

Paper-II

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. Gujarat Legislative Assembly Rules
- 2. The Prevention of Corruption Act, 1988
- 3. Manual of Office Procedure (Non-Secretariat)
- 4. Secretariat and field relationship
- 5. Departmental examination rules/Recruitment rules
- 6. Loksabha/Rajyasabha questions their types and procedure
- 7. Channel of submission
- 8. The Gujarat Civil Services Classification and Recruitment (General) Rules, 1967
- 9. The Right to Information Act, 2005
- 10. Rules of Business and instructions thereunder

Paper-III

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. The Gujarat Civil Services (Conduct) Rules, 1971
- 2. The Gujarat Civil Services (Discipline and Appeal) Rules, 1971
- 3. The Gujarat Civil Services Rules, 2002 (Vol. I to VIII)
- 4. Performance Appraisal Reports and Guidelines
- 5. Roster Manual (How to prepare, maintain roster register and allocation of Roster points)

Paper-IV

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. The Gujarat Budget Manual, Part I and II
- 2. The Gujarat Financial Rules, 1971
- 3. The Gujarat Treasury Rules, 2000
- 4. Delegation of Financial Powers

- 5. Purchase policy of Government of Gujarat
- 6. The Bombay Contingent Expenditure Rules, 1959

Paper-V

Time: Three hours

Total Marks: 100

Descriptive type

Without books

- 1. Drafting and Noting in English and Gujarati
- 2. Public relation and communication
- 3. Correspondence with public and other institutions
- 4. High Court matters- Preparation of parawise Remarks, Filing of Affidavit etc. and Drafting 'Speaking Orders'
- 5. Different types of letters and difference between them
- 6. Different types of Government Order, Its utilization; importance (GR, Notification, Circular, Office Order, Memorandum, etc.)
- 7. Translation from English to Gujarati
- 8. Translation from Gujarati to English

APPENDIX B

Module-2

(See rule 6)

Paper I

Time: Three hours
Total Marks: 100
Objective type
With books

- 1. Gujarat Prohibition Act, 1949
- 2. Bombay Rectified Spirit Rules, 1951
- 3. Bombay Foreign Liquor Rules, 1953
- 4. Bombay Prohibition (Manufacture of Spirit) (Gujarat) Rules, 1963
- 5. Bombay Molasses Rules, 1955
- 6. Gujarat Through Transport Rules, 1966
- 7. Gujarat Methyl Alcohol Rules, 1981
- 8. Bombay Denatured Spirit Rules, 1959
- 9. Gujarat Articles Unfit for use as Intoxicating Liquor manufacture and Import Regulation Rules, 1966
- 10. Bombay Prohibition (Privileges Fees) Rules, 1954

Paper-2

Time: Three hours Total Marks: 100 Objective type With books

- 1. THE BHARATIYA NYAYA SAHITA, 2023
- 2. THE BHARATIYA SAKSHYA ADHINIYAM, 2023
- 3. THE BHARATIYA NAGRIK SURAKSHA SANHITA, 2023

APPENDIX C

(See rule 8(2))

FORM OF APPLICATION

Application for appearing in the Post Training Examination for the post of Inspector, Class-III, in the Directorate of Prohibition and Excise,

1	Full Name of the Applicant (Surname First)	
	(in English and Gujarati)	
2	Designation	
	(in English and Gujarati)	
3	Name of the office in which at present serving.	
4	Birth date and age at the time of this examination	DOB:/
	(DOB in DDMMYYYY format only)	Age: Years as on today
5	Date of appointment in the present post and total years of	Appointment Date:/
	service.	No. of Years in Service:
		Years
		Months
6	Whether you have appeared in this examination	
	previously?	
	if so-	
	a) Month and year of examination at which he appeared.	
	b) Whether any exemption is earned? If so, provide details of marks, year of examination and subject;	
	c) Whether the applicant intends to avail exemptions	
	earned? State "yes" or "no"	
	(This choice will be treated as final and no change	
	will be allowed)	
7.	Authority or Rules under which the applicant has to appear	
	for the examination.	
8.	Number of chances within which the applicant is required	
	to pass the examination	
	(Date of Eligibility for appearance at the examination shall be mentioned)	
9.	Number of Chances exhausted	
10.	Whether additional chance has been granted?	
	(No. and date of the order under which the additional	
	chance has been granted to the applicant should be	
	specified and a copy there of should be attached)	
11.	Purpose of passing the examination	
	(Confirmation, retention in government Service, Promotion	
	etc.)	
12.	Whether the applicant is eligible to appear at the	
	examination according to rules of Post-Training	
10	Examination?	
13.	Remarks, if any.	

Date:

APPENDIX- 'D'

 $(See\ rule\ 8(3))$

CERTIFICATE FOR ELIGIBILITY

\sim	tified	.1 .
l 'Ar	111100	that_
\sim	uncu	uiat-

(1)	The above particulars are verified and found correct.
	Shri/Smt./Kum is eligible to appear at the Post Training Examination for the post of Inspector, Class III, in the Directorate of Prohibition and Excise to be held in
(2)	* Necessary fee is paid; copy of Challan is attached herewith.
(3)	*Candidate is granted additional chance; a copy of the order is attached.
Plac	e:
Date	
	Signature and designation of the
	Head of Department/Office
	* Strike out whichever is not applicable.
	APPENDIX- 'E'
	(See rule 12)
	SECURITY BOND
post firm (her succ train Inst: for repr to th (a) f com appe if, I cont shal	w all men by these presents that I
amo	unt payable under this bond as arrears of land revenue.
	In witness whereof I have here to set my hand this day of20
	Signature of the candidate

Signed and delivered by the above named in the presence of:-

- 1. Signature and full address.
- 2. Signature and full address.

SURETY

Weand	residing	atırı
talukaDistrictDeclare ourselves sur	reties for the above named	
(hereinafter referred to as "the candidate") and guarantee the	nat the candidate shall do a	nd perform all that he has
undertaken to do and perform and in case of his (1) failure to o	•	•
in the Post-training Examination, or (3) failure to comply with	•	•
the satisfaction of the Government, we hereby bind ourselve		
Gujarat exercising the executive power of the Governmen		
Government") the amount equal to the pay and allowances p amount prescribed by the Government from time to time towa	· · · · · · · · · · · · · · · · · · ·	•
Being an expenditure incurred by the Government on his training	• •	•
agree that the Government may, without prejudice to other rig	•	
said amount from us as arrears of land revenue; and we als		
specified in the said rules shall not discharge us from our li	•	
enforcement of our liability under this agreement, our liability s	shall be joint and several with	that of the candidate.
Dated thisday of20Signed and delivered b	y the said.	
Date:		Signature of Surety.
Place:	Full	address and occupation.
Date:		Signature of Surety.
Place:	Full	address and occupation.
In the presence of:		
Signature,		
Full address and		
Occupation of witness:		
Signature,		
Full address and		
Occupation of witness:		
	By order and in the name	of the Governor of Gujarat,

ANAND BIHOLA,

Joint Secretary to Government.

HOME DEPARTMENT

NOTIFICATION

Sachivalaya, Gandhinagar, 2nd April, 2025

THE OFFICIAL SECRETS ACT, 1923.

No. GG/45/2025/SB.5/OSA/102024/20:- WHEREAS the Government of Gujarat is of the opinion that the information with respect to, or the destruction or the obstruction of or interference with the place specified in the Schedule appended hereto would be useful to an enemy;

NOW THEREFORE, in exercise of the power conferred by sub-clause (d) of clause (8) of section 2 of the Official Secrets Act, 1923 (XIX of 1923) read with the Government of India, Ministry of Home Affairs, Notification No.21/20/62/ Poll (I), dated the 4th May, 1963, the Government of Gujarat hereby declares with effect on and from the date of publication of this notification, in the official Gazette, Reliance Industries Limited's Water Supply Pumping Station, Village – Zanor, Ta: Bharuch, Dist: Bharuch, Gujarat described in the Schedule to be 'the prohibited place' for the purposes of the said Act.

SCHEDULE

Survey No, Name of the place and the description of Boundaries of the place.

Name of Installation	Address	Survey No. and Area	Boundaries of prohibited Area
Reliance	Village	Survey No.	East
Industries Limited	Zanor	2282	Narmada River
			West
	Taluka	Total Area	Survey No. 659 and 658
Water Supply	Bharuch	19000 Sq. m.	North
Pumping Station		•	Survey No. 1759 and 1961
	District	Prohibited Area	South
	Bharuch	19000 Sq. m.	Survey No. 1756, 1757, 1758 and 647

By order and in the name of the Governor of Gujarat,

DHARA BRAHMBHATT,

Section Officer.

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HOME DEPARTMENT NOTIFICATION

Sachivalaya, Gandhinagar, 4th April, 2025

THE OFFICIAL SECRETS ACT, 1923.

No. GG/47/2025/SB.5/OSA/102023/04:- WHEREAS the Government of Gujarat is of the opinion that the information with respect to, or the destruction or the obstruction of or interference with the place specified in the Schedule appended hereto would be useful to an enemy;

NOW THEREFORE, in exercise of the power conferred by sub-clause (d) of clause (8) of section 2 of the Official Secrets Act, 1923 (XIX of 1923) read with the Government of India, Ministry of Home Affairs, Notification No.21/20/62/ Poll (I), dated the 4th May, 1963, the Government of Gujarat hereby declares with effect on and from the date of publication of this notification, in the official Gazette, GETCO's 66 KV Punasan Sub-Station, Village: Punasan, Ta: Sidhpur, Dist: Patan, Gujarat described in the Schedule to be 'the prohibited place' for the purposes of the said Act.

SCHEDULE

Survey No, Name of the place and the description of Boundaries of the place.

Name of Installation	Address	Survey No. and Area	Boundaries of prohibited Area
Gujarat Energy	Village	62	East
Transmission Corporation Limited 66 KV Punasan Sub Station	Punasan Taluka Sidhpur District Patan	Total Area 4900 Sq. m. Prohibited Area 4900 Sq. m.	Grazing Land of Survey No. 215 West Private Agricultural Land of Survey No. 152 paiki 1/paiki 1, 152 paiki 1 and 152 paiki 4 of Vanasan Village and Earth Road North Survey No. 63 South Sidhpur – Patan Highway

By order and in the name of the Governor of Gujarat,

DHARA BRAHMBHATT,

Section Officer.

HOME DEPARTMENT NOTIFICATION

Sachivalaya, Gandhinagar, 4th April, 2025

THE OFFICIAL SECRETS ACT, 1923.

No. GG/48/2025/SB.5/OSA/102023/36:- WHEREAS the Government of Gujarat is of the opinion that the information with respect to, or the destruction or the obstruction of or interference with the place specified in the Schedule appended hereto would be useful to an enemy;

NOW THEREFORE, in exercise of the power conferred by sub-clause (d) of clause (8) of section 2 of the Official Secrets Act, 1923 (XIX of 1923) read with the Government of India, Ministry of Home Affairs, Notification No.21/20/62/ Poll (I), dated the 4th May, 1963, the Government of Gujarat hereby declares with effect on and from the date of publication of this notification, in the official Gazette, GETCO's 66 KV Sara Sub-Station, Village: Sara, Ta: Vansada, Dist: Navsari, Gujarat described in the Schedule to be 'the prohibited place' for the purposes of the said Act.

SCHEDULESurvey No, Name of the place and the description of Boundaries of the place.

Name of Installation	Address	Survey No. and Area	Boundaries of prohibited Area	
Gujarat Energy Transmission Corporation Limited 66 KV Sara Sub Station	Village	92	East	
	Sara	Total Area 4900 Sq. m. Prohibited Area 4050 Sq. m.	Land of Survey No. 92	
	Taluka Vansada District Navsari		West	
			Internal Road of Sara Village	
			North	
			Land of Survey No. 92 South	

By order and in the name of the Governor of Gujarat,

DHARA BRAHMBHATT,

Section Officer.

શ્રમ, કૌશલ્ય વિકાસ અને રોજગાર વિભાગ જાહેરનામું

સચિવાલય, ગાંધીનગર, ૨૯મી માર્ચ, ૨૦૨૫

કારખાના અધિનિયમ, ૧૯૪૮.

ક્રમાંક:- GR/2025/47/LED/FAC/e-file/11/2022/2047/M3: કારખાના અધિનિયમ, ૧૯૪૮ (સને-૧૯૪૮નો ૬૩મો)ની કલમ-૬૬ (૧) ખંડ(બી) ના પરંતુકથી મળેલ સત્તાની રુએ તથા SCA/2984/2012 with SCA 11532/2013 with SCA 11533/2013 માં નામદાર ગુજરાત વડી અદાલતના તા.૧૩/૧૨/૨૦૧૩ ના CAV JUDGEMENT માં આપેલ નિર્દેશને આધિન; Aditya Birla, Grasim Industries Limited, Plot No. 1 GIDC, Vilayat Industrial Estate, Po. Vilayat, Ta. Vagra, Bharuchની તા.૧૧/૦૪/૨૦૨૪ ના પત્રથી સ્ત્રી શ્રમયોગીઓને બીજી પાળીમાં બપોરના ૦૨.૦૦ થી રાત્રિના ૧૦.૦૦ કલાક સુધી તેમજ ત્રીજી પાળીમાં રાત્રિના ૧૦.૦૦ થી સવારના ૦૬.૦૦ સુધી કામે રાખવા માટેની રજૂઆતના સંદર્ભમાં નિયામકશ્રી, ઔદ્યોગિક સલામતી અને સ્વાસ્થ્ય, અમદાવાદના તા.0૧/૦૩/૨૦૨૫ના પત્રની ભલામણ અન્વયે જાહેરનામું પ્રસિદ્ધ થયા તારીખથી એક વર્ષ માટે નીચેની શરતોને આધીન રહીને બીજી પાળીમાં બપોરના ૦૨.૦૦ થી રાત્રિના ૧૦.૦૦ કલાક સુધી તેમજ ત્રીજી પાળીમાં રાત્રિના ૧૦.૦૦ થી સવારના ૦૬.૦૦ સુધી સ્ત્રી શ્રમયોગીઓને કામે રાખવાની આથી મંજૂરી આપવામાં આવે છે.

1. સ્ત્રી શ્રમયોગીઓને તેમના રહેઠાણથી કારખાનામાં અને કારખાનામાંથી રહેઠાણ સુધી લાવવા લઇ જવાની મફત વ્યવસ્થા શીફ્રટવાર કરવાની રહેશે.

- 2. ઉપર મુજબની વ્યવસ્થા પૂરી પાડવામાં આવે તે સ્ત્રી શ્રમયોગીઓને લાવવા લઇ જવા માટેના વાહનમાં પૂરતી સલામતીની વ્યવસ્થા કરવાની રહેશે.
- 3. સ્ત્રી શ્રમયોગીનું રહેઠાણનું સરનામું બદલાઇ જાય (સામાન્ય રીતે લગ્ન થતા સરનામું બદલાય છે) તો પીક- અપ સ્થાન ફરીથી નકકી કરવું અથવા સદરહું સ્ત્રી શ્રમયોગીને પ્રથમ પાળી કે જનરલ પાળીમાં જ કામે રાખવામાં આવે તે રીતે વ્યવસ્થા કરવાની રહેશે.
- 4. સ્ત્રી શ્રમયોગીના ૦૬ વર્ષથી નાના બાળકો માટે લાગુ પડતું હોય તેવા કિસ્સામાં કારખાના અધિનિયમ ૧૯૪૮ની કલમ-૪૮ માં ઉલ્લેખિત જરૂરી સુવિધાઓ સ્થાપવાની-સંચાલન કરવાની રહેશે. તે અધિનિયમની જોગવાઇઓ મુજબ રાખવાના થતા ઘોડિયા ઘર માટે ગુજરાત કારખાના નિયમ-૧૯૬૩ના નિયમ-૮૩ અને નિયમ ૮૩-એ ની જોગવાઇઓ મુજબની યોગ્ય લાયકાતવાળી સ્ત્રીની નિમણૂક કરવી.
- 5. કારખાના ધારો, ૧૯૪૮ની કલમ, ૬૬(૧)(બી)માંથી જે શરતોએ મુક્તિ આપવામાં આવે તે શરતો ગુજરાતી ભાષામાં કારખાનામાં શ્રમયોગીઓ વાંચી શકે તે રીતે મુક્તિના સમયગાળા દરમિયાન કારખાનામાં પ્રદર્શિત કરવાની રહેશે.
- 6. જે સ્ત્રી શ્રમયોગીઓને બીજી પાળીમાં બપોરના ૦૨.૦૦ થી રાત્રિના ૧૦.૦૦ કલાક સુધી તેમજ ત્રીજી પાળીમાં રાત્રિના ૧૦.૦૦ થી સવારના ૦૬.૦૦ સુધી કામે રાખવામાં આવે તે સ્ત્રી શ્રમયોગીઓની કામ કરવાની લેખિતમાં સંમતિ મેળવવાની રહેશે.
- 7. ગર્ભ ધારણ અથવા બાળ જન્મને સંબંધિત ન હોય તેવા ન્યાયિક કારણો સિવાય સ્ત્રી શ્રમયોગીઓને ડીસમીસ કરી શકાશે નહીં કે નોટીસ આપી શકાશે નહીં. તે અંગેની જાણકારી સ્ત્રી શ્રમયોગીઓને કરવાની રહેશે.
- 8. બીજી અને ત્રીજી પાળી દરમિયાન કામે રાખવામાં આવેલ સ્ત્રી શ્રમયોગીઓ માટે સ્ત્રી સુપરવાઇઝરની વ્યવસ્થા કરવાની રહેશે.
- 9. ફેકટરી એકટની કલમ-૬૬(૧)(એ) મુજબ, સદરહુ એકટની કલમ-૫૪ અન્વયે ૦૯ કલાકથી વધુ સમય માટે (એક પાળીમાં) સ્ત્રી શ્રમયોગીઓ પાસેથી કામ લઇ શકાશે નહિ.
- 10. સ્ત્રી શ્રમયોગીઓની જાતિય સતામણી ન થાય તે માટે નામ. સુપ્રિમ કોર્ટના રીટ પીટીશન નં.૬૬૬ થી ૬૭૦/૧૯૯૨ ના તા.૧૩-૬-૯૭ ના ચુકાદાની સુચનાઓનો અમલ કરવાનો રહેશે તથા The Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal Act 2013ની જોગવાઇ મુજબ Internal Complaints Committee બનાવવાની રહેશે.
- 11. નામદાર ગુજરાત હાઈકોર્ટના સીએવી જજમેંટ સ્પે.સી.એ. નં.૨૯૮૪/૨૦૧૨ના પારા ૨૫.૧ માં આપેલ ચૂકાદા મુજબ મહિલા શ્રમયોગીઓને રાત્રી પાળીમાં રાખવામાં આવે તે માટે કંપનીએ સેફ્ટી અને સીકયુરીટીની ચૂસ્તપણે કાળજી લેવાની રહેશે.
- 12. સદર પરવાનગી નવા વર્ષ માટે લેવા ઇચ્છતા કારખાનાએ તેઓને મળેલ પરવાનગી પુરા થવાના ૦૩ માસ અગાઉ તમામ દસ્તાવેજી પુરાવા સાથે નવેસરથી અરજી કરવાની રહેશે.
- 13. સ્ત્રી શ્રમયોગીઓના કૌશલ્યમાં વધારો થાય તે માટે સમયાંતરે યોગ્ય તાલીમી સંસ્થાઓ પાસેથી તાલીમ અપાવવાની રહેશે.
- 14. આ શરતોનો ભંગ/ઉલ્લંઘન થયેલ જણાશે તો કારખાના ધારાની કલમ- ૬૬(૧)(બી) માંથી આપવામાં આવેલ મુક્તિ રદ થયેલ ગણાશે અને મંજુર કરેલ નાઇટ શીફ્રટસ બંધ કરવાની રહેશે અન્યથા સંસ્થા સામે કાયદેસરની કાર્યવાહી કરવામાં આવશે.
- 15. આ હુકમથી આપવામાં આવેલ મંજૂરીમાં જણાવેલ શરતોના પાલનનો અહેવાલ દર માસે નિયામક, ઔદ્યોગિક સલામિત અને સ્વાસ્થ્ય તંત્ર હેઠળની સ્થાનિક કચેરીને તેમજ તેની વડી કચેરીને કરવાનો રહેશે.

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